



Making a difference...together

**SKANA WATER SERVICE COMMITTEE
2014 ANNUAL GENERAL MEETING REPORT
MAY 13, 2015**

Purpose of the Annual General Meeting

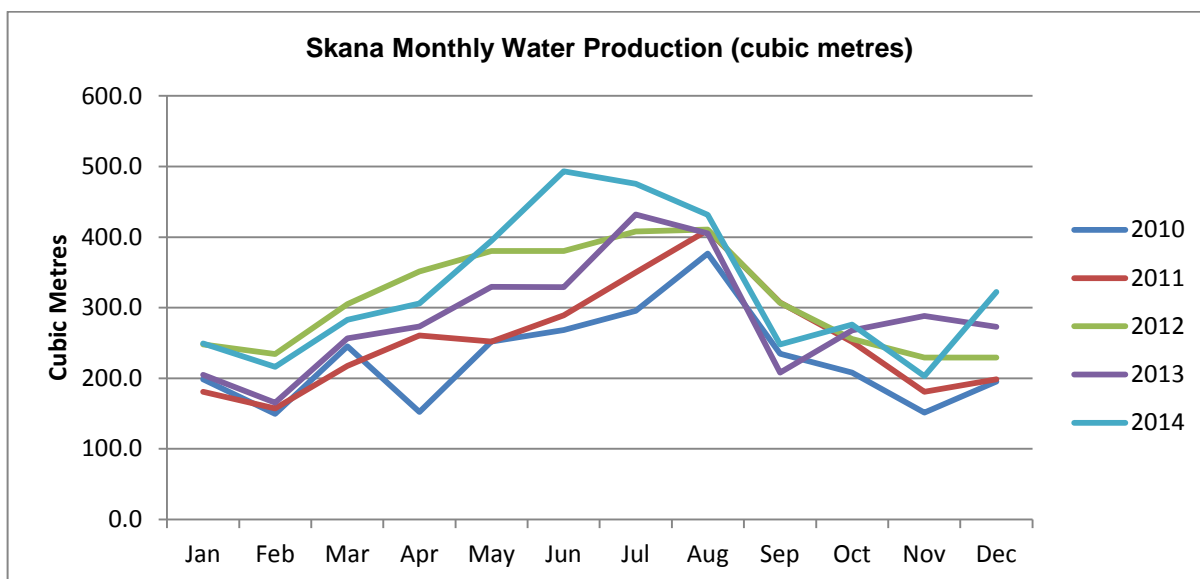
The agenda for the Annual General Meeting (AGM) is approved by the members of the committee. The purposes (and hence the agenda items) of the meeting are:

- To have the last year's AGM meeting minutes approved (by committee members), and to present reports on the work of the committee, the past year's operation, maintenance, capital upgrades and financial information of the service to the service residents and owners.
- To nominate members for appointment to the service committee; and
- To enable the public to share comments on subjects which relate to the work of the committee. The committee can identify (under "new business") issues on which it wants feedback at the meeting. Motions are not considered from the public at the AGM.

Water Usage

A total of 3,899 cubic metres (m³) of water was pumped from the Skana well in 2014; 14% increase above that of 2013. Well production by month is shown in Figure 1.

Figure 1: Water Production 2010-present



Operations

The Skana water system operated reliably during 2014. However, in late August water levels in the primary groundwater source (Well #13) were being drawn down to extremely low levels impacting pumping operation and capacity. As a result the back-up water supply source (Well #8) was placed into service in order to provide Well #13 aquifer water levels time to recover. A drier than normal summer period and higher than average water consumption are likely contributing factors affecting Well #13 groundwater supply.

A summary of major maintenance work in 2014 is as follows:

- | | |
|----------|---|
| May | <ul style="list-style-type: none">• Rebuilt chlorine injection pump.• Installed water sampling port after ultraviolet light disinfection at Well #13 pump house. |
| June | <ul style="list-style-type: none">• Maintenance completed on the air release valve fronting 511 Sandy Hook Drive.• Installed drain line for chlorine residual analyser at Well #13 pump house. |
| July | <ul style="list-style-type: none">• Hydrant maintenance (8 units) performed.• Replaced failed reservoir recirculation piping equipment. |
| October | <ul style="list-style-type: none">• Replaced failed chlorine residual analytical equipment (probe). |
| December | <ul style="list-style-type: none">• Installed new service to 548 Aya Reach.• Replaced failed recirculation system flow meter at Well #13 pump house. |

2014 Projects

There were no specific capital projects completed in 2014 although the draft Strategic Asset Management Plan (SAMP), was issued at the end of 2013. The SAMP will be presented and discussed with the Committee at a future meeting and will serve as the basis for future capital planning.

A specific capital expenditure of \$10,000 was added to the 2015 capital budget which relates to completing a condition assessment (inspection and reporting) of the existing steel storage tanks to understand if any work is need to rehabilitate the tanks or whether replacement is needed in a future year.

Water Quality

Water Quality Section staff continued to coordinate sampling and monitoring the water quality at this utility. The executed Water Sampling Plan was developed based on the regulatory requirements and system specific risks. Samples were collected at regular frequencies from the raw water sources as well as from a number of stations throughout the distribution system, and were then shipped to and analysed in CRD's Water Quality Lab and in various contract labs.

Well #13, the primary source of the Skana water system, produced raw (untreated) water that was free of indicator bacteria such as total coliforms and E. coli. Well #8 exhibited on one occasion a low concentration of total coliforms and E. coli and on one other occasion a turbidity of greater than 1 NTU in the raw water. The pH and raw water turbidity in 2014 were in the range from 7 to 8 and 0.38 to 3.65 NTU respectively. In general, both wells remained suitable sources for drinking water with Well #13 being the better one in terms of water quality.

The treated water supplied to the customers in 2014 was generally of good quality. No total coliforms or E. coli bacteria were found in any samples from the distribution system. The maximum allowable concentration (MAC) of disinfection by-products (MAC for TTHM: 100 µg/l as per *Guidelines for Canadian Drinking Water Quality*) was slightly exceeded on one occasion during the year. The median concentration of TTHM was 75.4 µg/l. Chlorine residual concentrations were adequate throughout the distribution system and ranged from 0.25 to 0.98 mg/l.

A summary of the water sampling results can be found on the following website:
<https://www.crd.bc.ca/about/data/drinking-water-quality-reports/southern-gulf-islands-water-quality-reports/skana-water-quality-reports>

2014 Financial Report

The 2014 parcel tax and user charge were:

- Parcel Tax: \$279.00
- Annual User Charge: \$813.00

Attached is a copy of the *Statement of Financial Activities* as prepared by CRD Finance and Corporate Services for 2014. The statement provides an overview of the revenues and expenditures for the year.

Revenues totalled \$56,450 including:

- \$19,352 of *Transfers from government* (parcel taxes)
- \$35,772 of *Sale of services* (user charges)
- \$377 of *Interest earnings* and
- \$949 of *Other revenue* including late payment charges.

Expenditures totalled \$57,033 including:

- \$2,822 of *General government services* (charges levied by CRD Corporate Services for accounting and billing)
- \$54,211 of *Other expenses* (comprised of borrowing costs for capital work and operating and maintenance costs)

An amount of \$15,727 was transferred to the capital reserve fund, leaving a net difference between revenue and expenditures in 2014 of \$16,310. This amount was deducted from the surplus of \$24,627 carried forward from 2013 leaving a net surplus of \$8,317 which was carried forward to 2015.

The 2015 operating and capital budgets recommended by the Skana Water Service Committee were approved by the CRD Board in March 2015. The approved budget resulted in the following fees and charges for 2015, unchanged from the previous year:

- Parcel Tax: \$279.00
- Annual User Charge: \$813.00.

Water System Problems - Who to Call

To report any event please call the Capital Regional District: **1-250-474-9630**



Manager, Eastern Peninsula and
Gulf Island Operations



Manager, P. Eng.
Manager, Infrastructure Engineering
Operations
Centre

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Att: